

**FEDERAL BUREAU OF INVESTIGATION
LANGUAGE TRAINING AND ASSESSMENT UNIT**

SELF-APPRAISAL FORM (SAF) FOR SPEAKING PROFICIENCY

Name: _____ **Date:** _____

Language: _____ **Division:** _____

In order to help us provide appropriate language training for our applicants, please answer the following questions regarding your ability to speak the foreign language you have indicated above. Place a Y for "Yes" or an N for "No" on the line to the left of each question to express what you think you can or cannot do in the language. Place a U for "Unsure" if you cannot make up your mind whether or not you can do what is described. Part Six is self-explanatory.

Part One

- _____ Can you tell other people basic information about your background and family?
- _____ Can you order a meal in a restaurant?
- _____ Can you get a room in a hotel or tell a taxi driver where you want to go?
- _____ Can you buy a needed item of clothing or a bus or train ticket?
- _____ Can you respond correctly to standard questions about your nationality, marital status, occupation, date and place of birth, background and family, etc?
- _____ Can you introduce people at informal social gatherings and use appropriate expressions when saying goodbye to someone?
- _____ Can you ask someone how to get from where you are to your hotel, a restaurant, a bank, the post office, or a similar public place?

Part Two

- _____ Can you describe your present or most recent job or professional activity in some detail?
- _____ Can you give detailed information about your family, your home, or the weather today?
- _____ Can you describe in detail a person or place that is very familiar to you?

- _____ Can you tell the facts of what has been reported recently on television news or in the newspaper?
- _____ Can you tell in detail about a trip you took or some other everyday event that happened in the recent past?
- _____ Can you give detailed information about your family's or your future plans or an event that you expect will happen in the future, e.g., a planned vacation or a project you want to work on?

Part Three

- _____ Can you express your opinion on a subject which you feel strongly about and support that opinion effectively in the face of strong counter-arguments?
- _____ Can you use the language to speculate at length about how some change in history or the course of human events would have affected your life or civilization, e.g., how would our world be different without the invention of the computer?
- _____ Are you able to speak about abstract topics such as the theory or concepts that underlie the job or profession you are presently involved in?
- _____ Can you use the language to solve problems arising in diverse and unexpected situations such as those having to do with neighbors, public officials, the police, or repair persons in the service industry?

Part Four

- _____ Can you use the language sufficiently effectively to convince a good friend with health problems to give up smoking, or a substance-dependent coworker to seek professional help?
- _____ Do you have the linguistic skill necessary to advise your boss, a colleague, or another professional on the best course of action to take in a delicate work-related matter?
- _____ Are you able to alter your speech deliberately depending on whether you are talking to a close friend, an employee, a university professor, etc.?
- _____ Can you use the language sufficiently well to act as a formal interpreter for a high-ranking U.S. government official making a state visit to the country where the language is spoken?

Part Five

- _____ In discussions on all subjects, is your vocabulary always extensive and precise enough to enable you to convey your exact meaning?
- _____ Do you have a broad grasp of the idioms, colloquialisms, and cultural references used in the language?
- _____ When you are conversing with well-educated native speakers of the language, do they react to you in the same way they do to each other?

Part Six

- _____ English is my first language.
- _____ This (the language you indicated on the first page) is my first language.
- _____ I learned this language in school.
- _____ I learned this language in the country where it is spoken.
- _____ My family speaks this language at home.
- _____ This language was my major/minor in college.
- _____ I speak this language on a frequent basis.
- _____ I feel I need more training in this language.
- _____ I am a native speaker of this language as I was raised and educated through secondary education or higher in this language.

(date of revision: 06/14/01)